

APPENDIX A - COMPLETED CIP PROJECTS

Project Status Summary 2007-2012 CIP

<u>Completed Projects (24)</u>	<u>Project Cost (1)</u>
(G-3) Taylor Boulevard Rehabilitation Project	\$1,171,000
(D-2) Hoover Court Slope Repair	\$ 186,600
(D-3) Wendell Lane to Murderer's Creek Phase II	\$ 375,000
(M-1) 2006 Pothole Repair Project	\$ 201,341
(N-3,IP-3) 2006/08 ADA Improvement Project	\$ 357,200
(M-4) 2006 Drainage Facilities Maintenance	\$ 134,771
(M-1) 2007 Spring Pothole Repair Project	\$ 99,975
(M-3) 2006 Creek Maintenance Program	\$ 50,000
(M-1) 2007 Winter Pothole Repair Project	\$ 223,575
(CP-2) Wifi- Phase II (2)	\$ 75,000
(TP-1) New Sidewalk Installation Program	\$ 146,949
(M-3) 2007 Creek Maintenance Program	\$ 50,000
(M-2) 2007 Traffic Re-striping Project	\$ 66,553
(M-4) 2007 Storm Drain Facilities Maintenance Project	\$ 135,000
(CP-3) City Facilities Surveillance System	\$ 67,000
(M-6) Street Resurfacing Program Phase I (2007)	\$ 357,200
(M-6) Street Resurfacing Program Phase II (2007)	\$1,268,400
(G-5) New Sidewalk Installation Brandon and Gregory Lane	\$ 435,000
(TP-2) Traffic Calming - Radar Speed Signs (Patterson & Taylor)	\$ 28,522

COMPLETED CIP PROJECT

Completed projects (continued)

(M-2)	Traffic Restriping Contra Costa Boulevard – (2008)	\$ 21,206
(M-4)	Storm Drain Facilities Maintenance at Beatrice Road	\$ 16,000
(N0608)(3)	Tideflex Valve/ Flap Gate Installation Project	\$ 45,000
(N0608)	Police Facilities Siding Repairs- Phase I	\$ 542,000
(N0608)	CCB & Monument Boulevard Signal Coordination	\$ 33,000

Notes:

1. Final project costs will be adjusted at the end of the budget fiscal year (June 30, 2008) and be reflected on the final document.
2. Only \$75,000 of \$400,000 allocated was expended. These costs provided for hardware and software equipment to separate public and private systems.
3. (N0608) are projects added during the budget period, either through new grant funding or special City Council fund allocation.

APPENDIX B – RESOLUTIONS

RESOLUTION NO. 11 - 08

A RESOLUTION OF THE PLANNING COMMISSION, CITY OF PLEASANT HILL,
FINDING THE PROPOSED CAPITAL IMPROVEMENT PLAN (CIP)
FOR THE YEARS 2009-2014 CONFORMS WITH THE
CITY OF PLEASANT HILL GENERAL PLAN

WHEREAS, the City's Public Works and Community Development Department has prepared a Capital Improvement Plan (CIP) for the years 2009-2014; and

WHEREAS, the General Plan identifies major capital improvement projects and establishes programs and policies for the selection of capital improvement projects; and

WHEREAS, the Planning Commission evaluated the proposed coordinated list of public projects covering Fiscal Years FY 2009-2014, and discussed only projects for FY 2009 and FY 2010, to determine consistency with the City's General Plan in accordance with section 65401 of the Government Code; and

WHEREAS, a Draft Initial Study/Negative Declaration was prepared for the project to determine whether the project would have a significant effect on the environment; and

WHEREAS, a Notice of Intent to Issue a Negative Declaration was published on April 23, 2008 and on May 14, 2008 in the Contra Costa Times, a newspaper of general circulation in Contra Costa County, and was circulated for public review between April 23, 2008, and May 23, 2008; and

WHEREAS, the Planning Commission reviewed the Draft Initial Study/Negative Declaration and the 2009-2014 CIP at its regularly scheduled meeting of May 27, 2008, where all persons interested therein had an opportunity to appear and be heard.

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the City of Pleasant Hill finds that the proposed 2009-2014 CIP is consistent with the City's General Plan based on the following findings:

1. The CIP implements policies, programs and goals contained in the Circulation Element such as: establishing and maintaining safe and efficient circulation systems, providing maintenance and upgrades to bikeway and pedestrian systems, installation and upgrading of sidewalks, decrease of traffic delays, reduction of speeding, and the facilitation of access by persons with disabilities.
2. The CIP implements policies, programs and goals contained in the Safety and Noise Element such as minimizing the potential for flooding and drainage problems.
3. The CIP implements policies, programs and goals contained in the Community Development Element such as: installation of streetscape features in the public right-of-way, establishment of attractive gateways to the city, provision of high-quality

police and emergency medical response and services, enhancement of existing cultural and art events, and conservation of natural resources.

4. The staff report for this item, which is incorporated herein by reference, cites a total of 27 General Plan policies, programs or goals which are implemented by the CIP. The 27 citations are contained in the three aforementioned elements as follows: 14 references in the Circulation Element, 4 references in the Safety and Noise Element, and 9 references in the Community Development Element.


ADOPTED by the Planning Commission, City of Pleasant Hill, on the 27th day of May, 2008, by the following vote:

AYES: Abbott, Bonato, Fellingner, Lombardi, Mascaro, Vavrek, Wallace

NOES: None

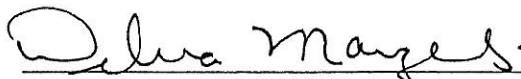
ABSTAIN: None

ABSENT: None



GREG FUZ, Secretary
Planning Commission

APPROVED AS TO FORM:



DEBRA S. MARGOLIS, City Attorney

RESOLUTION NO. 39-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANT HILL
APPROVING THE 2009-2014 CAPITAL IMPROVEMENT PLAN INCLUDING APPROVAL
OF THE INITIAL STUDY/NEGATIVE DECLARATION AND EXPENDITURES FOR
FISCAL YEARS 2008/09 AND 2009/10

WHEREAS, the Public Works and Community Development Department has submitted the 2009-2014 Capital Improvement Plan (CIP) describing the infrastructure needs and priorities within the City of Pleasant Hill; and

WHEREAS, an Initial Study/Negative Declaration was prepared for the project to determine if the proposed project would have a significant effect on the environment; and

WHEREAS, a notice of Intent to issue a Negative Declaration was posted at the County Clerk's Office of Contra Costa County and circulated for public review between April 23 and May 23, 2008; and

WHEREAS, the Planning Commission reviewed the CIP and found it to be consistent with the General Plan and adopted Resolution No. 11-08 on May 27, 2008, recommending issuance of a negative declaration for the CIP with the understanding that individual projects may undergo further review according to the California Environmental Quality Act (CEQA); and

WHEREAS, the City of Pleasant Hill held a duly noticed public hearing on June 16, 2008, to consider the Initial Study/Negative Declaration 2009-2014 CIP and the proposed two year budget, at which time any and all members of the public were afforded an opportunity to comment on the CIP.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby certifies and adopts the Initial Study/Negative Declaration for the 2009-2014 CIP based on the following findings:

1. The Negative Declaration and its conclusions reflect the independent judgment of the City Council.
2. The Negative Declaration complies with the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines, and the City's local CEQA Guidelines, and adequately addresses the expected environmental impacts of this project.
3. The City Council finds that there is no substantial evidence supporting a fair argument that the project, with the proposed project specific mitigation and design concepts undertaken, will have a significant adverse effect on the environment.

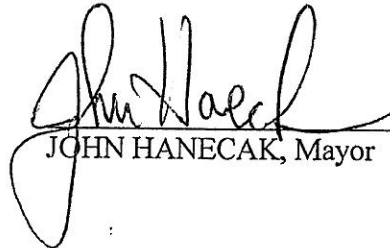
4. Pursuant to Title XIV, California Code of Regulations ("CCR") Section 753.5(c)(1), the City Council has determined that, after considering the record as a whole, there is no evidence that the proposed project will have the potential for any adverse effect on wildlife resources or the habitat upon which the wildlife depends as defined in Fish and Game Code Section 711.2.
5. The Director of Public Works and Community Development is directed to file a Notice of Determination with the County Clerk of Contra Costa County in the manner required by law.

BE IT FURTHER RESOLVED, by the City Council of the City of Pleasant as follows:

1. The 2009-2014 CIP, which is on file in the office of the Director of Public Works and Community Development is incorporated herein by reference, and hereby adopted.
2. The City Manager is authorized to act on behalf of the City and to make expenditures and incur liabilities against all funds as identified in the 2009-2014 CIP for the 2008/09 and 2009/10 fiscal years.

ADOPTED by the City Council of the City of Pleasant Hill at a regular meeting of the Council held on the 16th day of June, 2008, by the following vote:

AYES: Angeli, Durant, Harris, Williamson, Hanecak
NOES: None
ABSENT: None

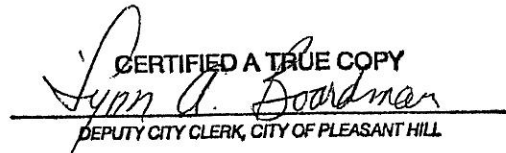

JOHN HANECAK, Mayor

ATTEST:


MARTY C. MCINTURE, City Clerk

APPROVED AS TO FORM:


DEBRA S. MARGOLIS, City Attorney


CERTIFIED A TRUE COPY
LYNN A. BOARDMAN
DEPUTY CITY CLERK, CITY OF PLEASANT HILL



City of Pleasant Hill

CITY COUNCIL STAFF REPORT

Meeting Date: June 16, 2008

TO THE HONORABLE MAYOR AND CITY COUNCILMEMBERS

SUBJECT: APPROVE 2009 – 2014 CAPITAL IMPROVEMENT PLAN INCLUDING APPROVAL OF THE INITIAL STUDY/NEGATIVE DECLARATION AND EXPENDITURES FOR FISCAL YEARS 2008/09 AND 2009/10

SYNOPSIS

The Budget Committee and staff developed the proposed 2009– 2014 Capital Improvement Plan (CIP). The CIP is a management and finance guide for the design and construction of capital projects. The Budget Committee and staff believe that the attached 2009-2014 CIP represents the best use of available funds to meet the City's most pressing infrastructure and community needs.

The CIP under consideration covers the fiscal budget years from July 1, 2008 through June 30, 2014. The CIP includes an expenditure budget for fiscal year 2008/09 and fiscal year 2009/10, a forecast for fiscal year 2011 through fiscal year 2014, and an unfunded project list. The new CIP updates the current 2007–2012 CIP. The purpose of this item is to review the Initial Study/Negative Declaration prepared for the CIP and approve the 2009-2014 CIP and budget.

DISCUSSION

Background

The Engineering Division updates the CIP every two years in order to identify the infrastructure needs, enhance public facilities and systems and establish project priorities in the City.

The City Council's Budget Committee, consisting of Councilmember David Durant and Councilmember Terri Williamson worked with staff on finance issues related to the preparation of the City's Budget and the CIP during public workshops. The Budget Committee's main responsibility is to identify and select projects which best serve the interests of the City, and make funding recommendations to the Council. Supporting staff to the Budget Committee includes City Manager June Catalano, Finance Manager Mary McCarthy, Director of Public Works and Community Development Steve Wallace, City Engineer Mario Moreno and Associate Engineer Shawn Knapp.

The Initial Study (Attachment A) was prepared for the 2009–2014 CIP, in accordance with the provisions of the California Environmental Quality Act and City policy, to determine whether the CIP would have a significant effect on the environment. The Study

determined that the proposed CIP does not have a significant impact on the environment, and a Negative Declaration was prepared.

On May 27, 2008, the Planning Commission approved a resolution (Attachment B) finding that the projects identified in the Draft 2009- 2014 CIP are consistent with the City's General Plan, and recommended that the City Council approve the Initial Study/Negative Declaration prepared for the CIP.

On June 10, 2008, the Traffic Safety Commission reviewed the Draft 2009- 2014 CIP and assigned traffic safety priority ratings to new traffic and pedestrian related projects.

Analysis

Our proposed two-year budget apportions \$8.2 million for projects during the next two years. The budget allocates monies into four main project categories:

1. **Maintenance Programs** - \$2,690,000 or 33% of total funds: These are reoccurring public safety maintenance projects. They are funded as high priority in order to continue to preserve our infrastructure in a safe manner. Programs include: Street Re-striping, Creek Maintenance, Storm Drain Maintenance, Sidewalk Repair and Street Resurfacing Programs.
2. **Citywide Improvement Programs** - \$375,000 or 5% of total funds: These are reoccurring programs that provide new facilities or improve the City infrastructure. Programs include: New Sidewalk Installation, Traffic Calming Program, ADA Improvement Program and Storm Drain Program.
3. **City Projects** - \$780,000 or 9% of budget funds: These are individual projects that have been identified to address the City's highest priority and community needs, and are scheduled based on available funding and special funding sources (Redevelopment Funds and City Building Funds). Projects include: City Wide Bridge Repairs, City Hall Stage Study, City Hall Tile Repairs, City Hall Pond Plumbing System Repairs, Monument Boulevard Beautification Project, City Hall Carpet Replacement and City Hall HVAC Improvements.
4. **Grant Projects** - \$4,329,000 or 53% of budget funds: These are projects for which the City has been awarded grant funds. These projects provide supplemental funding for desired infrastructure improvement projects. These projects have high priority when funded, since the City's funding match of 11 to 20 cents for each grant dollar received is too good to pass up. The matching funds come from a number of available funding sources, such as Measure C, Gas Tax, etc., before considering a General Fund needed match. Projects include: Golf Club Bridge Replacement and Water Line Relocation Projects, Contra Costa Boulevard Pavement Rehabilitation, Lisa Lane Sidewalk Project, Contra Costa Boulevard Sidewalk Project, Buskirk Avenue Improvements, Geary Road Improvements and Citywide Bicycle Improvement Plan.

Project descriptions and detailed fund allocations are included in Attachment C. The proposed CIP budget represents the use of available resources to balance revenues and expenditures on an annual basis and minimize the use of additional General Fund contributions to the Capital Improvement Program.

New Projects

Staff and the Executive Team reviewed a list of 13 new projects and determined, based on funding availability and City needs, that seven top priority projects would be considered and recommended for funding to the Budget Committee:

1) City Wide Bridge Repairs	\$ 150,000
2) City Hall Stage Study	\$ 25,000
3) City Hall Tile Repairs	\$ 100,000
4) City Hall Pond Plumbing System Repairs	\$ 100,000
5) Monument Beautification Project	\$ 180,000
6) City Hall Carpet Replacement	\$ 100,000
7) City Hall HVAC Improvements	\$ 125,000

These projects are funded using special revenue sources (Redevelopment or City Building funds) and only the City Wide Bridge Repair is funded by the use of available Gas Tax funds. The remaining six new projects are recommended to be added to the Unfunded Project List.

Unfunded Project List

One of the goals accomplished by City Council was to minimize the number of projects on the unfunded list. This was accomplished during the adoption of the 2007-2012 CIP and currently only 20 unfunded projects remain. The following changes are recommended:

Remove One Project from Unfunded List: One project, Outdoor Bicycle Storage Area (U-35), was completed by the Maintenance Division, using a lower cost construction alternative, which meet the needs of our Police Department.

Move Four Projects to Funded List: The City Hall Tile Repairs (U-4) and Monument Beautification Project (U-40) currently identified as Unfunded Projects are proposed to be funded. City Wide Bicycle Route Program (U-22) received \$60,000 in grant monies and the Buskirk Avenue Widening Project (U-40) has been allocated \$7.95 million in Measure J funds.

Consolidate Projects: Two projects: the Pleasant Hill Road Phase III-V (U-11) and Pleasant Hill Road Phase II (UF-3) are identified as one project in the new Unfunded List.

Add Projects to Unfunded List

Six proposed projects, with no available funding sources, are recommended to be added to the Unfunded List:

- 1) Golf Club Road and Contra Costa Boulevard Intersection Improvements
- 2) Taylor Boulevard and Civic Drive Signal Installation
- 3) Geary Road/Pleasant Hill Road Intersection Improvements
- 4) Corporation Yard Emergency Generator
- 5) New Permit Software System
- 6) Police Department Phase II Repairs

The updated Unfunded List will contain a total of 21 unfunded projects (Attachment D). These will be reevaluated and considered when the CIP budget is reevaluated in two years. Staff will also seek grant opportunities for these unfunded projects during the next two years.

Street Resurfacing Program

With approximately 110 miles of roadway, our street system is one of the City's largest, most visible and valuable assets. Based on available resources, it is recommended to continue funding the program at the \$1,200,000 in FY 2008/09 and in FY2009/10. Currently our Pavement Management Program estimates that \$2.1 million yearly is necessary in order to maintain our Pavement Condition Index (PCI) at its current value of 66 points (good overall street condition). Reducing the expenditures of funds to \$1.2 million per year over the next two years will reduce our PCI to 65 and increase our maintenance backlog currently at \$12.9 million to \$14.1 million at end of budgeted FY2009/10.

Consideration for additional funding to the Street Resurfacing Program for FY10/11 thru FY 13/14 will be considered during the next budget cycle in two years.

Status of 2007-2012 CIP

Projects Completed: Staff has completed a total of 24 projects over the last two years. These are projects that were identified and underway when the 2007-2012 CIP budget was approved in June 2006 (Attachment E).

Projects Currently Underway: Staff continues to design and prepare the bidding and construction projects approved and budgeted as part of the 2007-2012 CIP (Attachment F). These projects overlay budget periods and no further action is necessary. The projects will be shown in the final CIP document to allow our Finance Department to rollover remaining and programmed budgets.

Deleted Projects: Three programmed projects are recommended to be removed from the 2007-2012 CIP as follows:

Discharge City Hall Lake into Sanitary Sewer (C-4): Staff no longer recommends the expenditure of NPDES funds for this project. Our maintenance staff will continue to perform this task manually in the future. These funds will be reprogrammed for future Municipal Regional Permit Clean Water programs.

W. Hookston Road Improvements (CP-6): This project was programmed to complement roadway improvements of the Jewel Lane area. There is no expectation that the Jewel Lane area will become a Redevelopment project.

City Landslide Repairs (G-6): This project was proposed based on potential grant funding from the Federal Highway Administration. The lack of grant funding makes this project no longer feasible.

CONCLUSION

The 2009–2014 CIP programs budget approximately \$8.2 million to construct and maintain public works facilities over the next two years. The Budget Committee and staff believe that the attached 2009-2014 CIP identifies our most pressing infrastructure project needs and represents the best use of available funds to meet the community needs. This revenue estimate is generated from known fund balances, revenue forecasts, grant allocations and General Fund contributions. Some projects may require further environmental review to evaluate impacts of the specific project upon the neighborhoods. Each project is subject to further Council review to authorize the execution of contracts, and to design and build the projects.

FISCAL IMPACT

2-Year Budget: FY 2008/09 – FY 2009/10

A total of \$8,174,000 of proposed project expenditures are anticipated during the two year budget period. Staff recommends allocating General Fund monies of \$200,000 in FY 2008/09 and \$200,000 in FY 2009/10 to help fund the Street Resurfacing Program.

4-Year Forecast: FY 2010/11 – FY 2013/14

A total of \$16,480,000 are forecasted expenditures during this period, and will require further approval from Council when the CIP is updated in 2010.

PUBLIC CONTACT

Public contact was made through posting of the agenda on the City's official notice bulletin board, posting of the agenda on the City's web page, and availability of the agenda and staff

report in the City Clerk's office, at the Central Library, and at the Pleasant Hill Police Department. "A" frame (4 x 5), public notice signs were placed at set locations around the City.

ALTERNATIVES TO RECOMMENDED ACTION

Modify recommended expenditures as Council deems appropriate.

RECOMMENDED CITY COUNCIL ACTION

Adopt resolution.

Prepared by: Mario Moreno
City Engineer

Reviewed by: Steve Wallace
Director of Public Works and Community Development

Attachment: Attachment A – Initial Study/Negative Declaration
(not included) Attachment B – Planning Commission Resolution 08-06
Attachment C – Project Budget Allocations and Descriptions
Attachment D – Proposed Unfunded Projects
Attachment E – Projects Completed
Attachment F – Projects Currently Underway

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APPENDIX D - CIP REVIEW AND APPROVAL PROCESS

The Capital Improvement Plan (CIP) is updated every two years in a quite lengthy and intensive process. The CIP updating process consists of two phases. The first phase consists of formulating the new draft CIP and the second phase consists of approving the draft CIP through committee reviews.

The first phase begins with Engineering Division and Finance Department staff reviewing the City's current fund levels and potential future revenues. Engineering staff then categorizes the currently funded CIP projects as either not underway, under design, under construction or completed. Projects not underway are rolled over to the draft CIP project list for reprioritization. Staff then requests additional potential projects from City Council and Department Heads. Staff then compiles a new draft project list that also includes input from all department staff and the public requests for projects.

The Executive Team (ET) comprised of the City's Department Heads and the senior staff then rates the proposed draft CIP based on funding availability and restrictions, safety priorities and realistic scheduling of community and redevelopment needs. The remaining projects are then listed (unranked) as unscheduled projects. Engineering staff then prepares the draft CIP with priorities and funding sources. The ET reviews, modifies and approves a draft FY 2009/2014 CIP prior to City Manager's final approval. The City Council Budget Committee then reviews, modifies and approves the draft FY 2009/2014 CIP through a series of public workshops prior and during the second phase of updating the CIP.

The second phase of updating the CIP begins with creation of an Environmental Initial Study (EIS) of the draft FY 2009/2014 CIP. Public comment on the EIS is invited. Modifications to the draft FY 2009/2014 CIP based on public comment are incorporated as necessary. The process continues as the Finance Department reviews the draft FY 2009/2014 CIP to ensure the project funding is correct. The Traffic Safety Commission then rates the draft FY 2009/2014 CIP projects in regards to new traffic and pedestrian projects. Next the Planning Commission reviews the EIS and draft FY 2009/2014 CIP to be consistent with the General Plan. Finally, the City Council reviews and finalizes the draft FY 2009/2014 CIP. The City Council then approves the EIS and the FY 2009/2014 CIP.

2009-2014 Capital Improvement Plan – Approval Process

Phase One: Prepare Draft CIP



2009-2014 Capital Improvement Plan – Approval Process

Phase Two: Adopt CIP

